

2003 CDBG Grant Management Workshop Schedule

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| Wednesday, September 3, 2003 | <u>Dunsmuir</u> Dunsmuir – Community Building 4835 Dunsmuir Avenue Dunsmuir, CA 96025 |
| Friday, September 5, 2003 | <u>Crescent City</u> Cultural Center 1001 Front Street Crescent City, CA 95531 |
| Wednesday, September 10, 2003 | <u>Woodland</u> Woodland Public Library 250 First Street Leake Community Room Woodland, CA 95695 |
| Friday, September 12, 2003 | <u>Marysville</u> One Stop Center 1114 Yuba Street 2 nd floor, Beckwourth room. Marysville |
| Thursday, September 18, 2003 | <u>Monterey</u> County Leadership Building 2354 Garden Road Monterey, CA 93940 |
| Wednesday, September 24, 2003 | <u>El Centro</u> (north of Kari Hill Center) 2895 South Fourth Street Rooms B and C El Centro, CA |
| Friday, September 26, 2003 | <u>Visalia</u> Tulare County Workforce Investment Dept. 4025 W. Noble Ave. Plum, Apricot, and Nectarine Rooms Visalia, CA |

STATE CDBG PROGRAM
GRANT MANAGEMENT TRAINING FOR FISCAL YEAR 2003/2004
September 2003

AGENDA

- 8:30 – 9:00 a.m. *Registration*
- 9:00 – 9:30 a.m. *Introductions, Overview, and What's New?*
- 9:30 – 10:30 a.m. *Starting the Grant Cycle*
- What's in the state contract
 - Clearing Special Conditions
 - Environmental Review
- 10:30 – 10:45 a.m. *BREAK*
- 10:45 – 11:15 a.m. *Procuring Goods and Services*
- 11:15 -- 11:30 a.m. *Planning and Technical Assistance Grants*
- Common Application Errors and Omissions.
 - Final Products and Other Information
- 11:30 – 1:00 p.m. *LUNCH ON YOUR OWN*
- 1:00 – 1:45 p.m. *Program Income*
- 1:45 – 2:30 p.m. *Reports*
- 2:30 – 2:45 p.m. *BREAK*
- 2:45 – 3:15 p.m. *CONCURRENT SESSIONS:*
Fiscal Records and Fiscal Reports
or
Equal Opportunity/Fair Housing
- Section 3, Section 504, ADA
- 3:15 – 4:00 p.m. *CONCURRENT SESSIONS:*
Housing Rehabilitation and Lead Based Paint
or
Economic Development
- 4:00 – 4:15 p.m. *Program Monitoring by CDBG Staff*
- What to Expect
 - Monitoring Checklists and Recordkeeping Guidelines
- Closing Out Your Contract*
- Closeout documentation
- 4:15 – 4:30 p.m. *Workshop Evaluation Forms*

